

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S MEETING

October 10th, 2022

4:30 PM

**MINUTES**

Chair Tremml called the **Regular Fire Commissioners Meeting** to order at 4:30 p.m.

Commissioner Yadon led us in the flag salute

Those in attendance were:

## **Commissioners**

Janice Tremml

Jerry Evans

Kelly Yadon

Kim Williams

Paul Williams

## **Fire Department Staff**

Fire Chief Levon Yengoyan

AC Jason Allen

AC Craig Helgeland

Linda Layton, Finance Manager

Amy Martin, Board Secretary

Jay Jacks, Fleet Maint. Division Supervisor

MSO Tony Smith

CPT Eric Schweiger

Doug Ten Hoopen, Volunteer Coordinator

**Invited Guest:** Liz Loomis, Public Affairs via Zoom

**Public**-none

Chair Tremml amended the agenda to reorganize the order of the items to VII New Business A., then VI Unfinished Business, then proceeding with VII New Business, B, C, D.

## **MOVED TO APPROVE THE AMENDED AGENDA**

**1st: Commissioner K. Williams 2<sup>nd</sup>: Commissioner: Evans**

**Discussion: no**

**APPROVED: Unanimous**

## **CONSENT AGENDA** –

- Minutes of September 12th, 2022, Meeting.
- Approval of Vouchers: October 10th, 2022

<b>October 10th, 2022 Vouchers</b>	
4 EFTs	\$18,396.49
Payroll EFTs	\$19,862.46
Expense Vouchers	\$98,788.06
Bond Fund	\$300.00
<b>Totaling</b>	<b>\$137,347.01</b>

**MOVED TO APPROVE CONSENT AGENDA**

**1st: Commissioner Yadon 2<sup>nd</sup>: Commissioner K. Williams**

***Discussion: none***

***APPROVED: Unanimous***

**PUBLIC INPUT** –none.

**CHIEF'S REPORT**- None

**Presentation: Liz Loomis Public Affairs, via Zoom**

- Introduced herself and her company's history/bio
- Have 3 full time people and a few part-time people
- Effective Communication with Ballot Measures
- Who they are and what they do.
- community groups and outreach on the Island.
- Key Messages
- Track record of passing Levies, levy lid lifts, and bonds
- Service restoration and improvements that would be available with passage.
- Taxpayers must equate taxes to services and benefits.
- Floating messaging to staff and personnel and educate them on what's going to be on the ballot.
- Serve as project managers for Communications.
- Post-Election Communication
- Strategies and Tactics for Message Delivery
- How they get it done:
  - Monthly calls, develops/designs all the materials, coordinates all the production, design, and legwork of mailings, 24-hr PR assistance, Position for positive outcome at the ballot box.
- Discussion: Where do we go Next? Doesn't want clients on the ballot in 2024. Fire Levy Lid Lift on ballot in August of 2023. Must be specific about what the money will be used for and why it's needed. Will need to be aggressive about what it will fund.
- A/Vs we'll be down to 83 cents from \$1.04. Most we've passed is a \$1.35. Need to get back up to the original amount. Would like to see us at \$1.50. Plan would be to not ask for less than the voters have approved. In Aug 2023 go from .83. To \$1.04. Cap of \$1.50. Must be some added features like buy engines. Get back to 1.35 then look at a bond a few years later.
- Existing Bond will be paid of in 2028. Many clients refinanced their bonds. At \$1.35 we could implement many increases in service.
- Multi-year lid lifts discussion regarding options. Kicker clause allows the option.

Discussion of how her tactics have change over last few years with changing landscape. End of Covid, increased inflation. During difficult economic times that's when people most need Fire and EMS. Frontline for domestic abuse, homelessness, etc.

**PRESS & CORRESPONDENCE** –

- SC News Announcement of CIFR resuming CPR classes
- Camano Preparedness Group Newsletter articles on Chief Active Shooter presentation, Preparedness and Safety Fair on Sept 10<sup>th</sup>; and Upcoming Halloween Haunted House at Station 4.

**COMMITTEE REPORTS** –

- ICOM –Meetings are regular.
- Safety/Risk Management –Will meet Dec 8<sup>th</sup>. Enrolled in Labor and Industry’s Fire program.
- Finance-. Will go over the budget. Did meet.
- SNO-ISLE- Had presentation re Communication between EMS provider and triage nurse.
- Community Health Committee: Presentation on environmental health. Air quality—needing someone who can enforce fire regulations.
- North Regent: They are backing out of Safe Kids Northwest due to not having bandwidth, voted to approve 64K in grants to fire agencies in the state.
- WFCA—no update
- Other -none

**UNFINISHED BUSINESS** –

A. Levy Planning

Discussion regarding hiring Liz Loomis.

- She has current experience and could lead everyone though planning and process. To move to \$1.35, we likely need to contract her. In house experience is 6 years old. Would have to update the Budget to cover the costs. She’s aware of trends and that is important; 96% success is quite good. Need levy in place to fulfill our strategic plan.

**MOVED TO APPROVE HIRING LIZ LOOMIS, PUBLIC AFFAIRS**

**1st: Commissioner Evans 2<sup>nd</sup>: Commissioner: Yadon**

**Discussion: no**

**APPROVED: Unanimous**

- B. Workshop Date—Decided to reach out to Liz to get her under contract and then we can discuss dates. Possible Dates: 1<sup>st</sup> week in November 1-9. 15, 16. Or 4:30 on the 7<sup>th</sup>. Must be done by 4 on the 21<sup>st</sup> or 22<sup>nd</sup>. Will reach out to Include the union and let them know the date and that they are welcome to attend.

**NEW BUSINESS**

- A. 2023 Budget Proposal
- Chief Yengoyan briefed along with Finance Manager, AC Allen, and AC Helgeland.
- B. 2023 Ambulance Transport Rate Increase Proposal
- Amy Martin presented.

**MOVED TO APPROVE DEVELOPING A RESOLUTION TO INCREASE TRANSPORT RATES AS PRESENTED IN OPTION 2.**

**Ist: Commissioner P. Williams 2<sup>nd</sup>: Commissioner: K. Williams**

***Discussion:*** of options and comparable

Option 2 at comparable average with Resident/Non-Resident rate with CPI increase for 2023 and follow-on years considered best now, possible option 3 in the future.

***APPROVED: Unanimous***

- C. Surplus Equipment Resolution  
a. AC Helgeland presented.

**MOVED TO APPROVE THE SURPLUS EQUIPMENT RESOLUTION**

**Ist: Commissioner Evans 2<sup>nd</sup>: Commissioner: K. Williams**

***Discussion: no***

***APPROVED: Unanimous***

- D. Approval of 5 Minutes Corrections per State Auditor Findings of Clerical Errors 2021-2022

**MOVED TO APPROVE 5 MINUTES CORRECTIONS**

**Ist: Commissioner K. Williams 2<sup>nd</sup>: Commissioner: Yadon**

***Discussion: no***

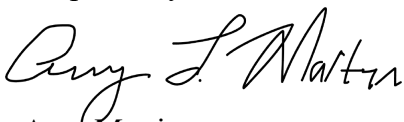
***APPROVED: Unanimous***

**ANNOUNCEMENTS**

- ✓ Next Commissioner Regular Meeting Monday October 24th, 2022; 4:30 PM Admin Building. In person.

**There being no further business, Commissioner Evans moved to adjourn the meeting at 6:46 PM.**

Respectfully submitted,



Amy Martin  
Fire Board Secretary